



Department of Defense INSTRUCTION

NUMBER 5160.68

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USD(A&T)

SUBJECT: Single Manager for Conventional Ammunition (SMCA): Responsibilities of the SMCA and the Military Services

References: (a) [DoD Directive 5160.65](#), "Single Manager for Conventional Ammunition (SMCA)," March 8, 1995
(b) Defense FAR Supplement, current edition
(c) Federal Acquisition Regulation, current edition
(d) Section 4532 of title 10, United States Code
(e) [DoD Directive 5000.1](#), "Defense Acquisition," February 23, 1991
(f) DoD Instruction 5000.2, "Defense Acquisition Management Policies and Procedures," February 23, 1991

1. PURPOSE

This Instruction implements reference (a) by specifying the functional responsibilities and mission functions to be performed by the SMCA and by the Military Service customers on conventional ammunition management actions.

2. APPLICABILITY

This Instruction applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, and the Defense Agencies (hereafter referred to collectively as "the DoD Components"). The term "Military Services," as used herein, refers to the Army, the Navy, the Air Force, and the Marine Corps.

3. DEFINITIONS

Terms used in this Instruction are defined in enclosure E1.

4. POLICY

DoD policy under reference (a) is to achieve the highest possible degree of efficiency and effectiveness in acquiring conventional ammunition, integrating wholesale logistics functions, and maintaining integrated production and logistic bases for assigned conventional ammunition.

5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Acquisition and Technology shall oversee performance of the responsibilities specified in this Instruction.

5.2. The Secretary of the Army shall ensure that the mission functions outlined in enclosure E2., to be performed by the SMCA, are accomplished by the designated SMCA Executor.

5.3. The Secretaries of the Military Departments shall:

5.3.1. Ensure that their Departments perform the mission functions assigned to them as outlined in enclosure E2.


5.3.2. Retain ammunition acquisition and management responsibilities that are not delegated to the SMCA.

6. PROCEDURES

Enclosure E2. designates the mission functions of the SMCA and of the Military Services on the specific conventional ammunition management functions listed.

7. EFFECTIVE DATE

This Instruction is effective immediately.


Paul Kaminski
Under Secretary of Defense
for Acquisition and Technology

Enclosures - 2

1. Definitions
2. Mission Functions of the SMCA and the Military Services

E1. ENCLOSURE 1

DEFINITIONS

E1.1.1. Custodial Accountability. The maintenance of data in wholesale conventional ammunition inventory records to reflect the receipt, issue, balance, and other quantitative and financial data determined by the SMCA as the minimum essential for proper control and management of Military Service stocks in storage.

E1.1.2. Financial Accountability. The maintenance by the responsible Military Services of summary financial data for transactions and inventory balances to provide the minimum essential basis for controlling, financing, planning, programming, and budgeting of items in the wholesale conventional ammunition inventory.

E1.1.3. Major Maintenance. Normally includes renovation, conversion, modification, reclamation, refurbishment, and remanufacture of serviceable or unserviceable assets. It normally requires replacement of components other than packaging material.

E1.1.4. Retail Conventional Ammunition. Conventional ammunition stocks in storage or in transit between the point of receipt at first retail (consumer level) Continental United States (CONUS) activity and point of consumption.

E1.1.5. Wholesale Conventional Ammunition. Conventional ammunition stocks in storage or in transit between the point of production and point of receipt at first retail CONUS activity (such as a tidewater port, air base, post, camp or station).

E2. ENCLOSURE 2

MISSION FUNCTIONS OF THE SMCA AND THE MILITARY SERVICES

The SMCA shall perform the following mission functions for the items assigned to SMCA management by DoD Directive 5160.65 (reference (a)): (The Secretaries of the Military Departments shall retain the mission functions that are not delegated to the SMCA in the categories listed in sections E2.1. through E2.14., below.)

E2.1. RESEARCH, DEVELOPMENT, TEST, and EVALUATION (RDT&E)

E2.1.1. SMCA. Provide fabrication of developmental ammunition in support of RDT&E and low-rate initial production on an actual cost basis, upon request of the Military Services, with agreed schedules and with resources provided by the Military Services.

E2.1.2. Military Services

E2.1.2.1. Retain responsibility for RDT&E of ammunition developed by the individual Military Service, including fabrication, testing, and evaluation of any developmental ammunition fabricated by the SMCA, and for low-rate initial production.

E2.1.2.2. Collaborate with the SMCA throughout the RDT&E of conventional ammunition and on assigned ammunition already in use to:

E2.1.2.2.1. Provide the SMCA information on progress of ammunition development programs and on problems (actual or potential) with assigned ammunition already in use.

E2.1.2.2.2. Incorporate SMCA ammunition logistic and production base requirements and plans in short- and long-range systems acquisition planning.

E2.1.2.2.3. Present SMCA-related issues to the Defense Acquisition Board (DAB) reviews and Military Service acquisition reviews for ammunition items not designated for DAB reviews, as those issues relate to acquisition of assigned ammunition items and the ammunition production base.

E2.1.2.2.4. Ensure that standardization objectives are met.

E2.1.2.2.5. When appropriate, provide resources for fabrication of developmental ammunition in support of RDT&E and low-rate initial production performed by the SMCA (upon Military Service request), in accordance with agreed schedules.

E2.1.2.2.6. Establish planning and tracking teams to prepare transition plans and collaborate with the SMCA in the approval and implementation of transition plans.

E2.1.2.2.7. Upon mutual agreement, transition assigned ammunition between Services and the SMCA. Transition normally occurs at the time of approval for full-rate production (Army: Type Classification; Navy and Marine Corps: Approved for Service Use; Air Force: Program Management Directive for Production) and after low-rate initial production.

E2.2. PRODUCTION BASE

E2.2.1. SMCA

E2.2.1.1. Serve as technical adviser to the Joint Materiel Priorities Board on matters related to assigned munitions.

E2.2.1.2. Manage, and invest as necessary, the total ammunition production base, in accordance with the DFARS (reference (b)), and the FAR (reference (c)), subject to applicable laws, to include 10 U.S.C. 4532 (reference (d)), to:

E2.2.1.2.1. Ensure there is an adequate production base to meet peacetime and replenishment requirements.

E2.2.1.2.2. Encourage the private sector to use existing Government-owned facilities for the ammunition production when cost-effective.

E2.2.1.2.3. Ensure a balance in ammunition component and end item production capabilities for replenishment purposes.

E2.2.1.3. Manage, operate, and maintain Government installations and facilities involved in, capable of, and required for manufacturing assigned

ammunition. For production facilities retained by the Military Services, the SMCA shall seek the best balance between Military Service objectives and SMCA objectives for management of the ammunition production base. SMCA mission functions include:

E2.2.1.3.1. Review of all DoD commercial or industrial-type conventional ammunition activities.

E2.2.1.3.2. Use, maintenance, expansion, modernization, replacement, and disposal of industrial resources.

E2.2.1.3.3. Acquisition, management, and disposal of real property, including utilization and retention of such property, and obtaining prior approval of real property actions.

E2.2.1.3.4. Maintenance of real property.

E2.2.1.3.5. Management of Government-owned conventional ammunition-related industrial plant equipment.

E2.2.1.3.6. Programming of military construction support for SMCA facilities.

E2.2.1.3.7. Conduct of industrial preparedness planning; defense production management; diminishing manufacturing sources and material shortages management; and defense industrial plant reserve management.

E2.2.1.4. Conduct of a manufacturing technology program for assigned munitions.

E2.2.1.5. Coordinating with and apprising the Military Services on the status of the production base as significant changes are planned and/or occur.

E2.2.2. Military Services

E2.2.2.1. Retain responsibility for determination of peacetime and replenishment requirements and ensure such requirements are conveyed to the SMCA.

E2.2.2.2. Provide necessary information to the SMCA relative to facilities retained by the Military Services to ensure SMCA has adequate data upon which to seek the best balance for both sets of objectives. (See paragraph E2.2.1.3., above.)

Encourage the use of existing Government-owned facilities within the SMCA production base when these facilities will meet the Military Services' requirements rather than duplicating these facilities through private investment or Government-financed facilitation.

E2.3. ACQUISITION

E2.3.1. SMCA

E2.3.1.1. Acquire conventional ammunition, upon receipt of funded programs, in accordance with the DFARS (reference (b)), FAR (reference (c)), DoD Directive 5000.1 (reference (e)), and DoD Instruction 5000.2 (reference (f)), subject to applicable laws to include 10 U.S.C. 4532 (reference (d)), to ensure efficient and economical procurement.

E2.3.1.2. Prepare advanced acquisition plans for assigned ammunition, with the assistance of the Military Services. In the case of recent (or pending) transitioned items, the advanced acquisition plan will be based upon the Service-approved acquisition plan.

E2.3.1.3. Provide contract administration services, either separately or by arrangements with the Director, Defense Contract Management Command, during the acquisition of assigned ammunition.

E2.3.1.4. Provide advice to the Military Services for consideration in the preparation and approval of the Future Years Defense Plan (FYDP) acquisition programs.

E2.3.1.5. Maintain an industrial advisory of ammunition producers.

E2.3.2. Military Services

E2.3.2.1. Obtain SMCA advice in the preparation of the FYDP acquisition programs of the Military Services to optimize procurement and production order sizes, workloading, and delivery schedules with the objective of achieving efficiencies and economies.

E2.3.2.2. Provide technical data packages to the SMCA to support requirements for purchase, production, and first destination transportation of ammunition, as required.

E2.3.2.3. Provide approved ammunition procurement programs and funds by appropriate funding authorization documents to the SMCA to support annual acquisitions approximately 60 days after receipt from OSD. Within 30 days of the Appropriations Act each year, advise the SMCA of any significant changes anticipated to the annual procurement program. Coordinate with SMCA as other significant changes are planned and/or occur.

E2.4. SUPPLY

E2.4.1. SMCA

E2.4.1.1. Provide inventory management for assigned conventional munitions, to include:

E2.4.1.1.1. Responsibility for custodial accountability for assigned ammunition. SMCA is relieved of custodial accountability upon receipt by Military Service-accountable officers at the first retail point.

E2.4.1.1.2. Responsibility for property management, including responsibility for damage, loss, or destruction of assigned ammunition. SMCA is relieved of property management responsibilities upon receipt by Military Service-accountable officers at the first retail point.

E2.4.1.1.3. Reporting, as required by the Military Services, the status of assigned Service-owned assets by quantity, facility location, lot number, and condition.

E2.4.1.2. Operate SMCA installations and facilities. Provide direction in inventory management, including the receipt, storage, maintenance, and issue of wholesale conventional ammunition.

E2.4.1.3. Aggregate, coordinate, and consolidate with the Services for procurement, renovation, and demilitarization requirements.

E2.4.1.4. Develop and implement a wholesale distribution system to meet projected and contingency needs of the Military Services.

E2.4.1.5. Perform physical inventories and maintain accurate stock records.

E2.4.1.6. Issue wholesale stocks, based on demand documentation

transmitted by the Military Services, in accordance with customer requirements.

E2.4.2. Military Services

E2.4.2.1. Provide peacetime and time-phased replenishment requirements to the SMCA.

E2.4.2.2. Determine requirements and financial accountability, and provide the SMCA with information and appropriate support so that Service operational requirements can be met.

E2.5. MAINTENANCE and/or RENOVATION and/or DEMILITARIZATION and/or DISPOSAL

E2.5.1. SMCA

E2.5.1.1. Manage and operate a wholesale maintenance point.

E2.5.1.2. Operate assigned SMCA installations and facilities and provide direction to other operating installations and facilities that perform maintenance in support of the SMCA mission.

E2.5.1.3. Prepare, with the assistance of the Military Services, a SMCA FYDP Integrated Conventional Ammunition Maintenance Plan for use by the Services.

E2.5.1.4. Maintain and renovate wholesale assets.

E2.5.1.4.1. Plan, program, budget, fund, and perform wholesale upgrade of condition code "E" unserviceable ammunition on a common service basis.

E2.5.1.4.2. Perform wholesale major maintenance on a cross-Service (reimbursable) basis, based on technical data requirements and funding provided by the Military Services.

E2.5.1.5. Demilitarize and dispose of all conventional ammunition for which capability, technology, and facilities exist. Where technology, facilities and equipment do not exist, initiate a joint-Service research and development program to develop that capability.

E2.5.1.6. Acquire equipment and facilities required for maintenance, renovation, modernization, and conversion of assigned materiel and demilitarization

and disposal of conventional ammunition at wholesale locations on a common service (non-reimbursable) basis.

E2.5.2. Military Services

E2.5.2.1. Provide demilitarization and disposal technology for items of design cognizance of the individual Military Service, developed after November 1, 1977, to support SMCA demilitarization and disposal operations.

E2.5.2.2. Plan, program, budget, and fund for major maintenance.

E2.6. QUALITY ASSURANCE

E2.6.1. SMCA

E2.6.1.1. Manage the quality assurance program established by the Military Services for assigned ammunition during procurement and production, including first article testing and approval.

E2.6.1.2. Manage a quality assurance program during storage, maintenance, renovation, and conversion of assigned materiel and demilitarization and disposal of wholesale assets, consistent with the programs and requirements of the Military Services. If deviations are deemed necessary, the SMCA shall negotiate with the affected Military Service(s) for resolution.

E2.6.2. Military Services

E2.6.2.1. Establish and maintain life-cycle quality assurance programs for the ammunition developed by the Military Services.

E2.6.2.2. Identify Service-unique quality assurance requirements to the SMCA for application while assets are in the wholesale inventory.

E2.7. TECHNICAL DATA and CONFIGURATION MANAGEMENT and CONTROL

E2.7.1. SMCA

E2.7.1.1. Establish and maintain configuration controls for assigned ammunition that complement the Military Services' configuration management

life-cycle system, and provide for participation by the Military Services.

E2.7.1.2. Participate in configuration control of assigned ammunition to ensure full consideration of Military Service actions on SMCA logistic schedules and cost and production base impacts.

E2.7.2. Military Services

E2.7.2.1. Retain overall configuration management and control for the ammunition developed by the Military Services.

E2.7.2.2. Establish and maintain a life-cycle configuration management system that provides for participation by the SMCA, when required.

E2.7.2.3. Provide tested and proven technical data packages (and subsequent changes) to support SMCA requirements for procurement, production, storage, maintenance, demilitarization, and/or disposal of assigned ammunition in time to permit the SMCA to plan and execute the SMCA assigned program.

E2.7.2.4. Make technical data available to other Military Services as requested.

E2.8. TRANSPORTATION and HANDLING

E2.8.1. SMCA

E2.8.1.1. Sponsor the Joint Munitions Transportation Coordinating Activity (JMTCA). The JMTCA serves as the Joint Service Focal Point for export munitions ship planning, coordination, and execution actions for those munitions moving aboard common user sealift. The JMTCA, under command and control of the Commander, AMCCOM consolidates all services munitions requirements, both SMCA and non-SMCA, into effective and efficient movement plans designed to provide ammunition and transportation community decision makers with advanced shipment planning visibility.

E2.8.1.2. Provide transportation and handling management for assigned conventional munitions, to include the:

E2.8.1.2.1. Development and implementation of economic and efficient munitions transportation and handling processes at SMCA facilities.

E2.8.1.2.2. Procurement and production movements to the point of receipt by CONUS retail customers and overseas port of discharge, in conjunction with other managers for transportation.

E2.8.1.3. Aggregate and coordinate the movement requirements (i.e., direct procurement, renovation, demilitarization, war reserve, basic load) and the equivalent requirements from other than Army.

E2.8.1.4. Develop and implement, with other single managers for transportation, movement plans to meet peacetime and contingency movement requirements of the Military Services.

E2.8.1.5. Develop and implement a movement planning process that integrates contingency movements, both for SMCA-managed items and Military Service-managed items stored at SMCA facilities. This action serves as the basis for developing required outloading capability (for each SMCA facility) that meets total movement requirements from each shipping source.

E2.8.2. Military Services

E2.8.2.1. Develop or obtain from the SMCA the peacetime transportation and handling criteria and requirements for incorporation in the RDT&E requirements for ammunition items developed by the Military Services.

E2.8.2.2. Provide planning information and instructions as required by the SMCA for the peacetime transportation of the assets of the Military Services.

E2.8.2.3. Plan, program, budget, and fund for transportation of ammunition not funded by the SMCA.

E2.8.2.4. Provide time-phased movement planning information (Department of Defense identification code, quantity, shipping source, movement date for Military Service-managed items stored at SMCA facilities) to enable integration with SMCA movement requirements and development of a total movement plan that effectively supports contingency movement requirements identified by each Military Service.

E2.9. SAFETY

E2.9.1. SMCA

E2.9.1.1. Serve as technical advisor to the DoD Explosives Safety Board on assigned ammunition.

E2.9.1.2. Ensure that safety standards are adhered to in the conduct of the SMCA mission.

E2.9.2. Military Services. Conduct hazard analyses during the RDT&E phase and provide hazardous component safety data to the SMCA for ammunition developed by the Military Services.

E2.10. SECURITY

E2.10.1. SMCA

E2.10.1.1. Provide physical security of conventional ammunition and explosives during production, transportation, and wholesale operations.

E2.10.1.2. Provide physical security and protection of industrial facilities managed by the SMCA.

E2.10.2. Military Services. Determine security requirements of ammunition developed by the Military Services.

E2.11. PLANNING, PROGRAMMING, and BUDGETING

E2.11.1. SMCA:

E2.11.1.1. Plan, program, and budget resources (manpower and funds) required for assigned responsibilities and functions to include host-tenant relationships with a Military Service and facilities and plant equipment for manufacture of conventional ammunition.

E2.11.1.2. Prepare, with assistance of the Military Services, and submit program changes in manpower and costs required by this assignment either in program objective memoranda (POM) or program change requests.

E2.11.1.3. Comment on Military Services' ammunition procurement plans and prepare, with the assistance of the Military Services, an Integrated Conventional Ammunition Procurement Plan for use by the Services and the OSD staffs during the

budget review process. The plan should address the prior year, current year, and budget years, plus the years in the FYDP. The plan should be published for use in the POM, the Budget Estimate Submission and the President's budget.

E2.11.2. Military Services. Plan, program, and budget for ammunition procurement, retained ammunition functions, and support to the SMCA as provided for in this Instruction. Provide planning, programming, and budgetary data and information to the SMCA to assist the SMCA in forecasting and planning support activities and for incorporation into the ICAPP. It is important that all Services provide updates as funding changes so that other Services can program and budget accordingly. Additionally, the Services are to identify to the SMCA any excess items that are in the Service inventory so that assets can be applied to other Service requirements to preclude an unnecessary procurement so that funds may be applied to other priorities.

E2.12. FINANCIAL MANAGEMENT

E2.12.1. SMCA

E2.12.1.1. Manage, operate, and maintain a wholesale financial management system controlling acquisition and logistics functions described in this Instruction.

E2.12.1.2. Develop and maintain the Charter for a Conventional Ammunition Working Capital Fund (CAWCF), in accordance with DoD Directive 5160.65 (reference (a)) and exercise primary responsibility for programming and budgeting actions and accounting functions relative to the CAWCF.

E2.12.1.3. Coordinate Service review and concurrence on CAWCF-specific and Service-affected CAWCF management actions, consistent with the CAWCF Charter.

E2.12.2. Military Services. Where practicable, actively participate, review, and coordinate on Service-affected CAWCF management actions.

E2.13. IMPLEMENTING REGULATIONS and COMMUNICATIONS

E2.13.1. SMCA

E2.13.1.1. Staff proposed changes to this Instruction with the Services and

forward recommended changes to OUSD(A&T) for approval.

E2.13.1.2. Communicate, coordinate and collaborate with the Military Services in those Service-affected matters accomplishment of the SMCA mission to include providing for the exchange of SMCA-related planning, programming, and budgetary data and information, when required.

E2.13.2. Military Services. Coordinate and support the SMCA in its effort to successfully accomplish the SMCA mission, to include providing for the exchange of SMCA-related planning, programming, and budgetary data and information, when required.

E2.14. PERSONNEL and UNIT TRAINING

E2.14.1. SMCA

E2.14.1.1. Provide, based on inter-Service support, limited training of military personnel and units of the Military Services in ammunition logistics, upon their request and with resources provided by the Military Services.

E2.14.1.2. Operate a defense ammunition center and school to provide education and training for ammunition managers, specialists, and operating personnel required to perform conventional ammunition logistics missions, and to support related civilian ammunition career programs, in accordance with requirements of the SMCA and of the Military Services.

E2.14.2. Military Services. Provide projected training requirements to the SMCA for planning of course content and scheduling to accommodate the training needs of the Military Services for ammunition logistics.